

CSC Adopted: October 2001, CSC Revised: _____**Class Title: Traffic Maintenance Technician II****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Maintains, repairs and installs traffic signs and road markers. Sets up work zone patterns and performs administrative duties. Works with the emergency storm response teams.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	VH	Maintains signs and route markers and traffic control devices by repairing or removing damaged signs and posts, replacing signs as requested, and installing pavement markings and overhead signs.
2	H	Sets up work zone patterns by installing safety cones and barricades and altering traffic patterns.
3	S	Performs administrative duties by completing work orders and maintaining records.

CSC Adopted: October 2001, CSC Revised: _____**CLASS REQUIREMENTS:**

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge necessary to understand basic operational, technical, or office processes. Level of knowledge equivalent to four years of high school or equivalency.
Experience	One year experience.
Certifications and Other Requirements	Valid CDL Driver's License, Forklift Certification, Flagger Certification, Pavement Marking Certification, IMSA Level II
Reading	Work requires the ability to read blueprints, traffic books, ordinances and work orders.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write work orders blue prints and plans.
Managerial	N/A
Budget Responsibility	N/A
Supervisory / Organizational Control	Work requires the occasional direction of helpers, assistants, seasonal employees, interns, volunteers or temporary employees.
Complexity	Work involves choices of action within limits set by standard practices and procedures. Professional judgment is required to apply the proper course of action.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects.

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OVERALL PHYSICAL STRENGTH DEMANDS:

Sedentary	Light	Medium	Heavy X	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	C	Straightening signs, place pavement markings
Sitting	O	Desk work, driving
Walking	F	Standard for signs, when marking pavement
Lifting	F	Materials from truck to worksite, jackhammer
Carrying	F	Materials from truck to worksite, jackhammer
Pushing/Pulling	F	Placement of pole, auger, eradicator
Reaching	F	Supplies, equipment from truck
Handling	F	Small tools, nuts, bolts, screws
Fine Dexterity	F	Use of ratchets and hand tools
Kneeling	C	Placement of pavement markings, pole anchors
Crouching	O	Placement of pavement markings, pole anchors
Crawling	N	
Bending	F	Pole placement, picking up tools
Twisting	F	Reaching for equipment and supplies on truck
Climbing	O	Ladders, onto back of work trucks
Balancing	F	On ladders
Vision	C	Pole plumbing, marking pavements, driving
Hearing	C	Moving vehicular traffic, radio communication
Talking	F	Communicating with team members and public
Foot Controls	C	Driving
Other (specify)	N	

CSC Adopted: **October 2001**, CSC Revised: _____**MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:**

Jack hammer, air compressor, pipe cutter, drill press, rock drill, post puller

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS		PRIMARY WORK LOCATION	
Mechanical Hazards	D	Dirt and Dust	D	Office Environment	--
Chemical Hazards	M	Extreme Temperatures	S	Warehouse	--
Electrical Hazards	N	Noise and Vibration	D	Shop	--
Fire Hazards	M	Fumes and Odors	D	Vehicle	--
Explosives	M	Wetness/Humidity	S	Outdoors	X
Communicable Diseases	N	Darkness or Poor Lighting	M	Other (see 2 below)	X
Physical Danger or Abuse	D				
Other (see 1 below)	N				

(1)

(2) City Streets

PROTECTIVE EQUIPMENT REQUIRED:

Eye protection, gloves, hard hat, belt/harness, steel toed shoes

NON-PHYSICAL DEMANDS:

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NON-PHYSICAL DEMANDS	
Time Pressures	F
Emergency Situations	F
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	O
Tedious or Exacting Work	O
Noisy/Distracting Environment	F
Other (see 3 below)	N

(3)